



# County of San Diego

GARY W. ERBECK  
DIRECTOR

DEPARTMENT OF ENVIRONMENTAL HEALTH  
P.O. BOX 129261, SAN DIEGO, CA 92112-9261  
(619) 338-2222 FAX (619) 338-2377 OR (619) 237-8447  
[www.sdcountry.ca.gov/deh/](http://www.sdcountry.ca.gov/deh/)

**OFFICE USE ONLY**  
File # \_\_\_\_\_  
Request # \_\_\_\_\_  
No Records \_\_\_\_\_

JACK MILLER  
ASSISTANT DIRECTOR

## REQUEST TO REVIEW PUBLIC RECORDS FOR THE SITE ASSESSMENT AND MITIGATION PROGRAM AND HAZARDOUS MATERIALS DIVISION (HMD)

Requestor Name:

E-Mail Address:

Phone:

FAX:

Company Name:

Mailing Address:

(You may attach a business card/overprint with business card if preferred.)

Public records information may be accessed from the DEH website at [www.sdcountry.ca.gov/deh/](http://www.sdcountry.ca.gov/deh/). **Separate forms are needed for each address.** Fax your completed form to Public Records Program at (619-338-2377) or attach completed form and e-mail to [deh.publicrecords@sdcounty.ca.gov](mailto:deh.publicrecords@sdcounty.ca.gov). The following information is required so that our files may be accurately searched:

Exact Address (Street, City and Zip Code )

or  
Assessor's Parcel Number

Optional information (Establishment Permit Number, business name, etc.)

**If you indicate the purpose of your search, it will help us identify all the records you wish to review. If you know the program file you want to review, please check below:**

- |  |  |
|--|--|
| <input type="checkbox"/> Contaminated Property Investigation(s) (SAM Cases)          | <input type="checkbox"/> SAM Closure Letter/Report |
| <input type="checkbox"/> Hazardous Materials Permit & Underground Storage Tank Files | <input type="checkbox"/> Other                     |

### OFFICE USE ONLY BELOW THIS LINE

# _____	# _____	# _____	# _____	# _____
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Files reviewed by: \_\_\_\_\_ of \_\_\_\_\_ Date: \_\_\_\_\_

Files copied for: \_\_\_\_\_ of \_\_\_\_\_ Date: \_\_\_\_\_

Request cancelled by: \_\_\_\_\_ Date: \_\_\_\_\_

Photocopies \_\_\_\_\_ Cost \_\_\_\_\_ Picked up/mailed on \_\_\_\_\_ By \_\_\_\_\_

DEH complies fully with the California Public Records Act and the Federal Freedom of Information Act. Every properly completed request will be processed in the order it is received. After the files you have requested are retrieved from storage, an appointment will be scheduled so that you may review DEH records. Photocopies of file items may be requested. A fee of \$.15 per page is charged to cover cost of copies.

A search for DEH records has been conducted and the following apply:

- ☐ No public records were found for the address/APN you requested.  
☐ The original records have been purged.

Signature

Title

Date